



# Teen VBS Team Application

Applications due to the Faith Formation Office  
by Friday, June 23, 2023

**Time Commitment:**

**May 21 - 10:15 a.m.-12 noon – Team Building and Training Meeting**

**June 27 - 7-9 p.m. – Team Building and Planning Meeting**

**VBS Week – July 24-28, 2023 8 a.m. – 12:30 a.m.**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Teen Email address: \_\_\_\_\_

Best phone number to reach teen: \_\_\_\_\_ Can we text you at this number? \_\_\_\_ Y \_\_\_\_ N

Age: \_\_\_\_\_ on July 24, 2023

Grade completed in June 2023: \_\_\_\_\_ **T-shirt size:** \_\_\_\_\_

*(All teens must have completed 6<sup>th</sup> grade.)*

*(Sizes S, M, L, XL, 2XL, 3XL)*

Parent/Guardian contact info: Name \_\_\_\_\_

Parent/Guardian Email: \_\_\_\_\_

Parent/Guardian phone: \_\_\_\_\_

As best you can please answer the following questions:

1. Have you ever been a teen leader at VBS? If yes, what role did you play?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. What job would you wish to do during VBS this year?

Describe the qualities you have that would make you suitable for this job.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. What age group of children would you say you work best with?

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Please list any summer time commitments you have that may conflict with the team building meetings or the actual dates of VBS. Please be as specific as possible (For example, I work every Monday evening from 4-9 p.m.) You will be needed each day of the actual camp from 8:00 a.m. – 12:30 p.m.

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***If you have any questions or concerns while filling this out,  
please contact the Faith Formation Office at 518-785-1605.***

**OUR LADY OF THE ASSUMPTION CHURCH  
LATHAM, NY**

**PARISH RELEASE & CONSENT FORM**



<b>Activity:</b>	Vacation Bible School
<b>Date:</b>	Monday, July 24-Friday July 28, 2023; 8am-12:30pm
<b>Location:</b>	Our Lady of the Assumption Church 498 Watervliet-Shaker Road Latham, NY 12110

Name \_\_\_\_\_ Age \_\_\_\_\_ Grade completed in June 2023 \_\_\_\_\_

• **Parent/Guardian:**

I, \_\_\_\_\_, give permission for my son/daughter

\_\_\_\_\_ to attend the above mentioned event, and if needed, to be evaluated, diagnosed, treated, and/or medicated in accordance with standard medical practice by licensed medical personnel. I relieve the parish of Our Lady of the Assumption of all responsibility and consequences that may arise as the result of this treatment. I will not hold Our Lady of the Assumption Parish or chaperones or representatives responsible in the event of injury. Further, I agree to accept any and all financial responsibility as a result of scheduling such treatment.

My child agrees to abide by all rules and regulations decided upon by the parish. If my child fails to abide by such rules he/she may be dismissed from the activity and I will be responsible for his/her transportation home.

X \_\_\_\_\_  
**Signature of Parent or Guardian** **Date**

Allergies \_\_\_\_\_ Required Medications \_\_\_\_\_

Special Medical Conditions \_\_\_\_\_ Current Tetanus Booster Y \_\_\_\_\_ N \_\_\_\_\_

Insurance Carrier \_\_\_\_\_ Policy # \_\_\_\_\_

In case of emergency, parents/guardians may be reached at phone # \_\_\_\_\_

• **Photo Release:**

I authorize and give consent for the taking of pictures (moving or still) of said youth, and further give permission for the reproduction of pictures for use in media, including but not limited to newspapers, magazine, radio and television. Photos may also be used in the church bulletin, on the church website, in brochures, mailings, and other printed materials.

Signed, \_\_\_\_\_ Date \_\_\_\_\_  
*No signature here denotes that you do not give permission for use of photo materials.*

## Appendix E – DIOCESE OF ALBANY

### Code of Conduct for Youth Volunteers/Workers

This *Code of Conduct* is for use with youth under 18 years who serve as volunteers or are in work placement in parishes or schools. Young people under 18 are not required to attend Safe Environment training or apply for a background check as a condition for their ministry or work. Adults responsible for the supervision of young people in ministry or work situations need to review this document with the young person and clarify/explain any part that may not be understood by the young person. This can be done in a group or individual meeting. This form is to be signed by the young person, the parent/guardian, and the supervisor. The form is to be kept in the parish or school.

*I promise to follow the rules and guidelines in this Code of Conduct. I understand that any action inconsistent with or failure to take action mandated by this Code of Conduct may result in my removal from my volunteer or work assignment.*

As a youth volunteer or worker I **will**:

- Safeguard children and other youth entrusted to my care at all times.*
- Treat everyone with respect, integrity, courtesy and dignity.*
- Take care to be positive, supportive, and caring in my speaking, writing, and interacting with children and youth.*
- Avoid situations in ministry or work where I am alone with any child.*
- Use positive reinforcement rather than criticism or comparison when working with children/youth.*
- Cooperate fully in any investigation of abuse of children/youth. Report suspected abuse to my supervisor, or if it involves my supervisor, report it to the pastor/parish life director.*
- Be aware that children/young people can easily become infatuated with a youth leader or an adult. If I sense this is happening, I will not encourage it. I will make my supervisor aware of it so that he/she can resolve the matter, including reassigning me to other activities.*
- Maintain appropriate physical and emotional boundaries with children/youth.*
- Report to my supervisor any inappropriate or bullying behavior by a child/youth towards another child/youth.*
- Dress modestly and appropriately and not wear any clothing with offensive messages or pictures while exercising my ministry or working.*

As a youth volunteer or worker I will **not**:

- Endorse, during my ministry, any view contrary to the teachings of the Catholic Church.*
- Consume alcohol products, use tobacco products or profanity nor be under the influence of prescribed drugs that impair judgment, illegal drugs or alcohol while at work or volunteering.*
- Verbally threaten or physically abuse anyone.*
- Use profanity in the presence of any child, youth or adult.*
- Use discipline that frightens or humiliates a child/youth.*

- Touch a child/youth in a sexual, overly affectionate or other inappropriate manner.*
- Place myself in a situation where my interactions with a child/youth would not be visible to others.*
- Accept gifts from or give gifts to children/youth in my care without approval from my supervisor.*
- Communicate with minors in my charge about matters unrelated to my responsibilities within ministry.*

We, the undersigned, have read and understand the *Roman Catholic Diocese of Albany Code of Conduct for Youth Workers and Volunteers* and will honor them while at work or as a volunteer. We understand and agree that the parent/guardian will be notified at the time of any infraction requiring dismissal from work or volunteer assignment at the parish or school where the young person is working or ministering.

Name of Youth (print) \_\_\_\_\_

Signature of Youth: \_\_\_\_\_

School or Parish Position: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Supervisor: \_\_\_\_\_

Date: \_\_\_\_\_